

EAST STAFFORDSHIRE BOROUGH COUNCIL

BOND SCHEME – TENANT AGREEMENT

the Council	East Staffordshire Borough Council, Housing Options, PO BOX 8045, Burton upon Trent, DE14 9JG Email: housingoptions@eaststaffsbc.gov.uk Telephone: 01283 508120
the Landlord	Name
	Address.....

	Telephone.....
	Email.....
the Tenant	Name
the Property	Address
the Tenancy	The tenancy of the Property established by the Tenancy Agreement
the Tenancy Agreement	The tenancy agreement between the Landlord and the Tenant in respect of the Property
the Inventory	The inventory attached to this Guarantee
Period	Up to (date)or, if earlier, the date the Tenancy comes to an end
the Bond Guarantee	The agreement between East Staffordshire Borough Council and the Landlord with regard to the Tenancy during the Period.

This is an agreement between the Tenant and East Staffordshire Borough Council with regard to the Tenancy and The Bond Scheme.

I the Tenant hereby declare that:

- (a) I will notify the Landlord and the Council within seven (7) days of taking up the Tenancy of any items that have been incorrectly recorded (either errors or omissions) on the Inventory.

- (b) I will promptly inform the Landlord of any defects in the property or its fixtures and fittings as soon as I become aware of them.
- (c) I agree to check the Inventory upon leaving the property and to inform the Landlord and the Council of any changes.
- (d) I agree to pay all rent due under the tenancy promptly to the Landlord without deduction, accepting that this is my responsibility.
- (e) If I claim Housing Benefit, I will ensure that my application form has been fully completed and will supply all necessary proofs to accompany it. I agree to provide all necessary information requested by the Housing Benefit Department and to notify them of any change in my circumstances. If the Housing Benefit Department is prepared to pay the Housing Benefit direct to the Landlord then I consent to this.
- (f) I will conduct myself in a considerate manner to my neighbours, my Landlord, and officers of the Council, and observe all terms and conditions of the tenancy.
- (g) I will not damage or cause to be damaged any property which is the subject of the Tenancy agreement. I will take appropriate steps to ensure that my guests and members of my household also behave in a considerate manner when at my property or arriving or leaving, and that they do not damage the property.
- (h) I recognise that if the Council pays any amount to the Landlord under the Bond Guarantee I will owe this amount plus interest, expenses and legal fees to the Council and that the Council reserves the right to recover this amount from me. I understand that if I do not pay such money this may result in legal action and could affect my ability to obtain housing from the Council in the future.
- (i) I recognise that if the Council pays any money to the Landlord as a result of false or deliberately misleading information given by myself, I may further render myself liable to civil proceedings
- (j) I will open and keep open a Savings Account with the Money Spider Credit Union and will use it to save towards the future cost of paying a deposit on the Property at the end of the Period or on other accommodation.
- (k) I agree that if the Council pays any amount to the Landlord under the Bond Guarantee, Money Spider may pay that amount to the Council from the Savings Account referred to in the immediately preceding paragraph.
- (l) I will allow the Council's employees or agents to gain access to the Property at any reasonable time during the Tenancy to allow the inventory to be checked for accuracy or to investigate a claim against the Guarantee by the Landlord.
- (m) I will notify the Council of any change of circumstances or any breakdown of relationship with the Landlord within 7 days.
- (n) I will notify the Council as soon as I receive or serve notice to end the Tenancy.

- (o) I will report to the Police any incidents of theft of property and where appropriate shall notify the Landlord and The Council.
- (p) I am of my own free choice entering into the Tenancy.

SIGNED BY EACH TENANT:

..... DATE

..... DATE

SIGNED ON BEHALF OF THE COUNCIL:

..... DATE

Office action: attach the inventory then scan the signed document and give a copy to the tenant

Diversity Monitoring

East Staffordshire Borough Council is committed to tackling inequality and ensuring that our services and policies are effective, fair and do not discriminate. To help us monitor this we need to know who uses our services. These questions are voluntary. The information you provide will only be used for monitoring purposes, will be kept confidential and will only be used to check that all groups of people access and use our services and that we do not discriminate.

Are you male or female? Please tick one box only

Male..... Female.....

Do you have any long-standing illness, disability or infirmity? (long-standing is anything that has troubled you over a 12 month period or recurring within 12 months) Please tick one box only.

Yes..... No.....

Does this illness or disability limit your activities in any way? Please tick one box only

Yes..... No.....

What was your age on your last birthday? Please write in box

Years

Prefer not to say

What is your ethnic group? Please tick one box only

White

- British.....
- Irish.....
- Any other White background
(please write in)

Black or Black British

- Caribbean.....
- African.....
- Any other Black background
(please write in)

Chinese or any other background

- Chinese.....
- Roma/Gypsy.....
- Traveller of Irish.....
- Heritage

Mixed

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other Mixed background
(please write in)

Asian or Asian British

- Indian.....
- Pakistani.....
- Bangladeshi.....
- Any other Asian background
(please write in)

Other Ethnic Group
(please write in)

What is your religion? Please tick one box only

- Christian (including Church of England, Catholic, Protestant and all other Christian denominations)
- Hindu.....
- Sikh.....
- Any other religion (please write in)

- None.....
- Jewish.....
- Prefer not to say.....

- Buddhist.....
- Muslim.....

What is your sexual orientation? Please tick one box only

- Bisexual Heterosexual/straight
- Gay man Other
- Gay woman/lesbian Prefer not to say

Thank you for completing this form. The information provided will help us to improve our services to you and others in East Staffordshire.